

Issued March 1940.

UNITED STATES DEPARTMENT OF AGRICULTURE
AGRICULTURAL ADJUSTMENT ADMINISTRATION
Washington, D. C.

East Central Division

1941

Wheat Allotment Procedure



SECTION I. Farms for which wheat allotments will be determined for 1941.

- A. Wheat allotments for 1941 will be determined for all farms within each county on which wheat was seeded for harvest in one or more of the years, 1938, 1939 and 1940, that have a normal production of 100 bushels or more for market, except that allotments of less than 10 acres will not be established in any county unless approved by the State committee. All such farms will be hereafter referred to as "OLD" wheat allotment farms.
- B. Wheat allotments will be determined for farms on which wheat was not seeded for harvest in any of the years, 1938, 1939, and 1940, but for which a wheat allotment is requested for 1941. Not more than 3 percent of the county wheat allotment will be apportioned to these farms. All such farms will be hereafter referred to as "NEW" wheat allotment farms.
- C. Usual acreages of wheat will be determined for all farms in each county normally planting more than 10 acres of wheat. For purposes of determining usual acreages and allotments all such farms will be divided into two groups.

Group I will include all farms with wheat allotments.
This group will consist of -

- A. Old wheat farms referred to in paragraph A above, and;
- B. New wheat farms referred to in paragraph B above.

Group II will include all farms normally planting more than 10 acres of wheat but whose normal annual production of wheat for market is less than 100 bushels. Usual wheat acreages will be determined for all farms in Group II but no wheat allotments will be determined for farms in this group.

- D. A farm for the purpose of determining a 1941 wheat allotment will be the same as that determined for purposes of 1940 Agricultural Conservation Program. (Definition in Form ECR-401).

SECTION II. County office procedure for determination of wheat allotments for old wheat farms (Group IA).

- A. Form FCI-103-W, "1941 Wheat Listing Sheet" will be used in this procedure. Columns 27 to 37 inclusive, will be used for allotment entries.
- B. Listing Data. The county office will list farms by communities on the same lines as they are listed for the yield procedure and enter the following data on Form FCI-103-W.
 1. Entries will be made in the following columns only, prior to consideration by committees:

Column 27. The farm serial number may be listed in column 27. This number will be the same as appears in the yield section of the sheet and need not be entered in column 27 unless the allotment data is to be separated from the yield data.

Column 30. 1939 seeded. Enter the acreage seeded for harvest in 1939 from Form ECR-305, or Form ECR-325. This will be the acreage determined to have been planted under the provisions of the 1939 Agricultural Conservation Program.

Column 31. Enter the acreage seeded to wheat in 1939 plus the acreage diverted under the 1939 Agricultural Conservation program. The 1940 usual acreage entry in column 32 may be used as a guide in determining this entry. The entry in column 31 shall not exceed 139 percent of the 1939 wheat acreage allotment. The acreage determined to have been diverted will not exceed 39 percent of the 1939 allotment. Provided: That the acreage seeded plus diverted may equal the 1940 usual acreage or not be larger than 139 percent of the 1939 allotment if at least 90 percent of the 1939 acreage allotment was planted and the county committee determines that the total allotted acreage would have been planted except for the effect of varying field sizes in the normal crop rotation or the correct acreage of the planted area was not known.

Column 32. 1940 usual acreage. Enter the usual acreage determined for 1940 from Form ECR-338.

2. Data to be listed for farms for which the committee determines that due to crop rotation practices or for other reasons the 1940 usual acreage is not representative of the farm for 1941.

Column 27. The farm serial number.

Column 28. Enter the acreage seeded for harvest in 1937 plus the acreage diverted under the 1937 Agricultural Conservation Program. This entry will be obtained from the 1937 entry of the wheat data sheet, Form ACP-59.

Column 29. Enter the acreage seeded for harvest in 1938 plus the acreage diverted under the 1938 Agricultural Conservation Program. This entry will be obtained from the 1938 entry of the wheat data sheet, Form ACP-59.

Column 30. 1939 seeded.

Column 31. 1939 acreage seeded plus diverted.

Column 32. 1940 usual acreage.

Column 33. The 1941 preliminary usual acreage will be calculated as an average of the entries in columns 28, 29 and 31.

3. Calculation of 1941 allotments.

Column 34. The county committee will enter the 1941 usual acreage.

Column 35. Enter the 1941 allotment obtained by multiplying the 1941 usual acreage, entry in column 34, by the factor determined by the State office. This calculation will be made after the listings have been approved by the State office.

In the application of the factor to the usual acreages all allotments will be expressed in tenths of acres. Computations should be carried to three decimal places and rounded to one decimal place in the manner outlined in the yield procedure, Form FCI-101-W.

- C. Checking data. Columns 30, 31, 32 and 34 will be totaled when the county committee has completed the determination of usual acreages for all allotment farms in the county.

SECTION III. County office work in determining allotments for new wheat farms.
(Group IB).

- A. New wheat farms will be listed by communities on a Form FCI-103-W. The listing of new farms will be submitted to the State office after allotments have been determined for old farms. The listing sheet entries to be made by the county office are as follows:

1. Serial number - column 27.

2. Name - columns 28 and 29.
 3. Cropland - column 30.
 4. Allotment requested - column 31.
 5. Allotment determined by application of ratio of allotment to cropland for old allotment farms in the community or county (Group IA). (Column 7 divided by column 35) - column 32.
 6. Allotment recommended by the county committee - column 33.
 7. Approved 1941 allotment - column 34.
- B. The final allotment to a new farm will be adjusted to the seeded acreage if the acreage seeded is less than the approved 1941 allotment.

SECTION IV. County office work for determination of usual acreages for non-allotment farms (Group II).

Usual acreages, but no allotments, will be determined for non-allotment farms (Group II). The 1941 non-wheat-allotment farm listing sheet, Form ECR-438, will be mimeographed by the State office and furnished to the counties for use in listing non-allotment farms.

A. Data to be listed prior to committee review.

Column 1. Farm serial number from Form ECR-411.

Column 2. Name of operator from Form ECR-411.

Column 3. Cropland from Form ECR-411.

Column 4. 1937 harvested acreage from Form ECR-125.

Column 5. 1938 harvested acreage from Form ECR-225.

Column 6. 1939 harvested acreage from Form ECR-325.

Column 7. 1940 usual acreage from Form ECR-338.

Column 8. Preliminary usual acreage. This entry will be average of the acreages harvested in 1937, 1938, and 1939 (the sum of the entries in columns 5, 6 and 7 divided by three).

Column 9. Entry of the 1941 usual acreage by the county committee.

Column 10. Number of families on the farm in 1940.

Column 11. Usual acreage based upon 3 acres for each family on the farm (Entry in column 10 x 3).

B. Calculations. Columns 4, 5, 6 and 8 should be totaled as soon as the work of listing has been completed, and as soon as the committees have completed the determination of usual acreages column 9 should be totaled.

The total of the 1941 usual acreages for the county must not exceed the average of the total acreage harvested in 1937, 1938, and 1939 (the sum of the totals of columns 5, 6, and 7 divided by three), except by approval of the Administrator in cases where the seeding of the normal acreage of wheat for harvest in one or more of the years 1937, 1938 or 1939 was prevented by abnormal weather conditions. This limit of usual acreages should be borne in mind when the committees are making adjustments in column 9.

SECTION V. The work of county committees in establishing usual acreages and allotments.

The county committee with the assistance of other local committees will determine usual acreages on the basis of the data available to them and which has been assembled on the listing sheets by the county office, and their knowledge of the farms. The committees will review these data sufficiently to determine that they are the most recent data available and reflect the acreages on the farms. The purpose in determining usual acreages is to establish an equitable relationship among farms so that the usual acreage for any farm will be comparable to the usual acreages for other farms in the same community that are similar with respect to tillable acreage, crop rotation practices, type of soil, and topography. Allotments will bear a direct mathematical relationship to usual acreages so that if proper relationships are established for the usual acreages the allotments will be properly determined and each farm will receive its proportionate share of the allotment available to the farms in the county. In order to expedite the work the listing has been so arranged that the following procedure can be followed by committeemen:

Group IA. Committee work for old allotment farms will be divided into two parts.

- A. When entries in columns 30, 31 and 32 have been made by the county office, committees will review the data and determine whether or not the 1940 usual acreage is representative of the usual acreage that should be determined for the farm for 1941. If the usual acreage for 1940 is representative of the farm in 1941 the committee will enter the 1940 usual acreage appearing in column 32 in column 34 as the

1941 usual acreage. If the 1940 usual acreage is not representative of the farm for 1941 due to crop rotation practices or for other reasons the entry in column 32 will be stricken through by the committee and reconsidered after complete data for the farm has been listed.

B. When the county office has completed the entries for all columns for the farms for which the 1940 usual acreage is not representative for 1941 the committees will review the data in the following manner:

1. The 1941 usual acreage is to be determined by the committee and entered in column 34. A preliminary usual acreage for each farm has been calculated and entered in column 33, the 1940 usual acreage will appear in column 32 and the acreages seeded for harvest plus the acreages diverted for 1937, 1938, and 1939 have been entered in columns 28, 29 and 31. The acreage actually planted for harvest in 1939 is entered in column 30. These data are for the guidance of the committees and are to be used as the basis of the final usual acreage determined. These data are subject to adjustment by the committee within the limits set forth in this procedure. In making adjustments the committees will cross through data to be revised and enter the revised data above it.
2. The acreages entered as seeded plus diverted for 1937 and 1938 were determined in connection with the 1940 allotment procedure and should not need to be revised. If revised, the 1940 allotment procedure dealing with determining acreage seeded plus diverted should be followed (Form ECR-337)
3. The acreage determined to be seeded plus diverted in 1939, column 31, should be reviewed to determine that the acreages credited as diverted are correctly entered. The committee should bear in mind that the greatest acreage allowable is 139 percent of the 1939 wheat allotment for the farm and the greatest credit for diversion (difference between entries in columns 30 and 31) is 39 percent of the 1939 allotment for the farm. Provided: That the acreage seeded plus diverted may equal the 1940 usual acreage or not be larger than 139 percent of the 1939 allotment if at least 90 percent of the 1939 acreage allotment was planted and the county committee determines that the total allotted acreage would have been planted except for the effect of varying field sizes in the normal crop rotation or the correct acreage of the planted area was not known.
4. Adjustments for crop rotation practices. Any year for

which the acreage determined to be seeded and diverted is abnormally high due to failure of crops other than wheat, or abnormally low due to flood or drought or is not typical of the normal crop rotation practices on the farm should be stricken through and not used in calculating the preliminary usual acreage. Then the preliminary usual acreage will be the average of the acreages for the years remaining. If for a farm the acreages for all the years are stricken the usual acreage for the farm will be determined by applying the acreage of cropland on the farm the ratio of usual acreage to cropland for the farms in the community or county for which usual acreages are determined.

5. Adjustments for soil type and topography. After the preliminary usual acreage is determined, that is, such corrections are made under 1, 2, 3, and 4 above, as are necessary and the entries in column 33 have been recalculated, a further adjustment may be made for soil type and topography. Such adjustments should be made in cases where an adjustment from the preliminary usual acreage will more accurately reflect the soil type, the degree of erosion, and the topography of the land in relationship to the other farms in the community that are similar with respect to such factors. The 1941 usual acreage for a farm should be entered in column 34 but may not exceed 125 percent nor be less than 75 percent of the preliminary usual acreage.
6. The total of 1941 usual acreages (column 34) may not differ more than 5 percent from the total of 1940 usual acreages (column 32) except in the counties where prior approval has been given by the State committee.
7. The county committee will recommend to the State office the amount of the reserve for new allotment farms. Such reserve may not exceed 3 percent of the total county allotment. Any acreage of this reserve remaining after all allotments have been determined for new wheat farms will be held in reserve for the correction of errors and appeal cases.

Group IB. New Allotment farms. The listing of Group IB farms will show the name of operator, the acreage of cropland, the allotment requested, and the acreage obtained by applying to the acreage of cropland on the farm the ratio of allotments to cropland for old wheat farms in the community or county. The county committee may recommend an allotment not to exceed the smaller of the allotment requested or the acreage obtained by the application of the ratio. The total of allotments for new farms shall not exceed the reserve for new farms.

Group II. Non-allotment farms. Usual acreages for non-allotment farms, Group II, are to be determined by the committees by carefully considering the data listed on Form ECR-438. No acreage may be credited for diversion in any year inasmuch as usual acreages for this group are established on a harvested acreage basis. Adjustments may be made in calculated usual acreages for abnormal weather, tillable acreage, crop rotation practices, soil type, and topography, to obtain more equitable relationships among farms in the manner outlined for Group IA farms, but the total of the 1941 usual acreages must not exceed the average of the totals of the acreages harvested in 1937, 1938 and 1939, except by approval of the Administrator in cases where the seeding of the normal acreage of wheat for harvest in one or more of the years 1937, 1938 or 1939 was prevented by abnormal weather conditions.

An increase will be made in the usual acreage for any farm having more than 3 family units engaged in its operation in 1940. The number of families will be entered in column 10 and the usual acreage for such farms entered in column 11, will be the entry in column 10 x 3.

SECTION VI. Transmittal of data to the State office.

The data for usual acreages for Group IA and Group II farms will be completed and the listing sheets will be transmitted to the State office with the wheat yield data. Data for Group IB farms will be transmitted to the State office at a later date when the county committee is reasonably sure that no further requests for new allotments will be made but in no event later than August 31, 1940.

SECTION VII. State office approval of wheat usual acreage and allotment data.

The State office will check the work of determining usual acreages to ascertain that -

1. The procedure has been followed.
2. Calculations are correct. A spot check should be sufficient.
3. The total of usual acreages for Group IA farms does not vary more than 5 percent from the total of usual acreages for 1940, except when approval has been given by the State Committee.

The total of usual acreages for the Group II farms for the county does not exceed the limits as defined in Section IV.

4. The acreage reserved for new allotment farms is an acreage agreeable to the county committee but

not in excess of 3 percent of the total county allotment.

SECTION VIII. State office procedure for apportionment of county allotments

1. The state office will determine the apportionment of the county allotment to old allotment farms by the following calculation: Divide the totals of the acreage seeded to wheat plus diverted for the farms listed for 1939, column 31, by the total 1939 county wheat acreage (A.M.S. Photostatic copy), plus the acreage determined to have been diverted by Group IA farms (difference between columns 30 and 31). The resulting percentage will be the percentage of the county allotment available for old allotment farms.
2. The allotted acreage available for allotment farms will be determined by applying the percentage obtained under 1 above to the county allotment less the reserve for new farms.
3. The factor will be determined to be applied to each 1941 usual acreage in Group IA to obtain the allotment for each farm. The factor will be obtained by dividing the allotment available for allotment farms, obtained under 2 above, by the total of the 1941 usual acreages for Group IA farms in the county (total column 34).

SECTION IX. Notices of allotments and yields.

Printed Form ACP-116-B, "Notice of 1941 wheat acreage allotment, yield and premium rate" will be used to notify each farm operator of the 1941 wheat allotment, normal yield and crop insurance premium rate (in crop insurance counties) determined for the farm. This form will be executed in duplicate, the original for the operator and a copy retained in the county office files. Form ACP-116-B provides that any allotment farm may be considered as a non-allotment farm by an election by the operator by August 31, 1940. Form ECR-436, "Non-Wheat Allotment Farm Request", will be used for such election. When filed by an operator he will be given a copy and all other persons having an interest in the wheat crop grown on the farm will be sent a copy. The original will be filed with the county office copy of the notice of allotment.

SECTION X. Appeals.

Any interested person is privileged to appeal, in writing, to the county committee for reconsideration of the 1941 allotment within 15 days of the date of the "Notice of 1941 Wheat Allotment and Normal Yield". The county committee will review each appeal and notify the

appellant of its decision, in writing with 15 days after receipt of request for such reconsideration. In reconsidering wheat allotments, when appeals have been made, county committees may revise allotments only in those cases where such revision can be made in accordance with the procedure for determining 1941 allotments. Upward revisions may be made only within the amount of the reserve allotment available for correction of errors and appeals.

FORM FOR-438 (Sample)
 UNITED STATES DEPARTMENT OF AGRICULTURE
 AGRICULTURAL ADJUSTMENT ADMINISTRATION
 East Central Division

County _____

1941 NON-WHEAT ALLOTMENT FARM LISTING SHEET

Serial Number (1)	Name of Operator (2)	Crop- Land (3)	Harvested Acreage			1940 Usual Acreage (7)	Preliminary, 1941 Usual Acreage (8)	Usual Acreage, 1941 (9)	Fami- lies (10)	Usual Acreage based on families (11)
			1937 (4)	1938 (5)	1939 (6)					

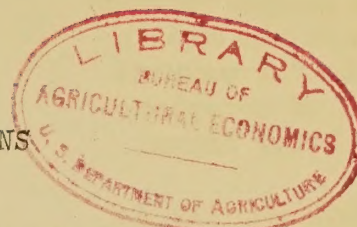
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E-7-F

Form ECR-440

United States Department of Agriculture
Agricultural Adjustment Administration
East Central Division

APR 15 1940
NO. 440
E-7-F

INSTRUCTIONS FOR
1940 PARITY PAYMENT APPLICATIONS



1940 Parity Payment Regulations, Form P-1940, Revised, and Amendments thereto, contain the regulations pertaining to the 1940 Parity Payment Program.

Form ACP-111, "Application for 1940 Parity Payment" will be used for farms eligible to receive 1940 parity payments for corn (in commercial corn counties), cotton and wheat. This form may be executed by an eligible producer in accordance with instructions contained in Form P-1940, Revised, and ECR-ADM's 469, 514, and 533.

An application covering a farm on which the commodity, for which the application is made, has not been seeded for harvest in 1940 should not be approved until it has been determined that the farm is operated in 1940.

Since Form ACP-111 will be used for more than one commodity it will be necessary to enter "cotton," "corn," or "wheat," whichever is applicable in the space provided at the top of the form.

The State and county code, and the farm serial number from Form ECR-419 (411 for wheat) will be entered on the application in the space provided. No entry will be made for farm number.

<u>Item</u>	<u>Entry</u>	<u>Source of Entry</u>
<u>Sec. I</u> <u>Item 1</u>	Acreage planted	Form ECR-419 (Form ECR-405 for wheat).
<u>Item 2</u>	1940 acreage allotment	Form ECR-419. (Form ECR-411 for wheat).
Note: In the case of "new" cotton and wheat farms the acreage allotment cannot exceed the planted acreage.		
<u>Item 3</u>	Normal yield per acre	Form ECR-419. (Form ECR-411 for wheat).
<u>Sec. II.</u>	Names and addresses of producers who share in crop together with each producer's acreage share.	Form ECR-419. (Form ECR-405 for wheat).

Note: Acreage shares should be shown. These should total the planted acreage or the allotment in accordance with Section 4 of Form P-1940. Fractions of acres should be shown to the nearest tenth, or if desired, to the nearest one hundredth of an acre.

<u>Item</u>	<u>Entry</u>	<u>Source of Entry</u>
Column headed "amount" Producers who are in- eligible for payment because of overplant- ing on other farms.	"Overplanted other farms"	County Committee (or State Committee) determination.
Producers who are in eligible for full pay- ment because of reduction in share-croppers or share-tenants.	"Ineligible for full payment"	County Committee determina- tion.

Note: If part or all of the payment which would otherwise be made to a producer is to be withheld because of a reduction in the number of share-croppers or share-tenants or change in leasing or cropping agreements which the county committee has disapproved, the pertinent facts should be incorporated in a statement which should be attached to the application when it is forwarded to the State office.

Type under the spaces for signature the indebtedness owed the United States.	Amounts due the United States Government by the applicant. For example: (Due ACP-100 - \$4.50), (Due F.S.A. - \$16.00), (Due 1939 ACP - \$7.40).	County Register of Indebtedness.
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Signature of each eligible producer in the space pro- vided opposite his typed name in Sec. III.	Signature of producer.	Producer.
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Note: If for any reason the signature of a person otherwise determined by the County committee to be eligible for a share in the payment is not obtained, the reason for the failure of such person to sign should be typed in the space provided for his signature. If more than four persons are interested in the crop, extra copies of Form ACP-111 may be used to show the interests of the additional producers. Each "extra Copy" of Form ACP-111 should contain the State and county code and serial number in the upper right hand corner and Section I of the form should be "crossed out."

Sec. III.

County Committee Approval	Signature of one member of County Committee for the County Committee.
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Note: The county committee should inspect the application and if the producer(s) is determined to be eligible for 1940 parity payment one of the members of the county committee should sign for the committee and enter the date.

County committees are charged with the responsibility of determining that any person who has signed the application as fiduciary or agent has authority to act in the capacity shown. The instructions set forth on pages 6 and 7 of ECR-221 are applicable on this point.

Signatures must be in the original. Signatures by mark and printed signatures must be witnessed. For illustrations of acceptable signatures, see pages 7, 8, 9, and 10 of ECR-221.

As indicated in ECR-ADM-437, Supplements 3 and 4, it will be necessary for a married woman to use her own christian name rather than that of her husband. An application signed "Mrs. John Smith" is not acceptable, the proper form of signature being "Mrs. Mary A. Smith." The only exception to this rule is that if a married woman is signing an application in a fiduciary capacity, she may sign in the same manner that has been designated in the court order or trust agreement, even though she is named as "Mrs. John E. Smith, Executrix of the Estate of John E. Smith, Deceased" or "Mrs. Henry A. Doe, Trustee for the Heirs of Henry A. Doe, Deceased".

Form ECR-NER Office Form No. 12, "Transmittal Sheet," will be used in transmitting applications for parity payment in accordance with the instructions set forth in ECR-ADM-372 and Supplement 1 to ECR-ADM-372.

Under the current committee system the committee and its members are appointed by the President for a term of four years. The committee is composed of the President, the Vice President, and the members of the House of Representatives.

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